

GREAT TEY PARISH COUNCIL

Minutes of the Parish Council Meeting held
at the Village Hall, Great Tey on Tuesday 8th June 2010, at 7.30pm
Present: Cllr R Bartleet, Cllr S Brook, Cllr R Fairs (Chairman), Cllr A Maxwell,
Cllr R Traube, Cllr M Williamson.
Clerk Mr D Williams and 2 members of public attended.

1. APOLOGIES FOR ABSENCE - Cllr Coy, Borough Cllr Chillingworth

2. DECLARATION OF INTERESTS

Cllr Traube declared an interest in minute 5 as one of the cheques is in payment of his expenses.
Cllr Fairs declared an interest in minute 7 as he is a director of the company contracted to install the water to the allotments. He also declared an interest in minute 9 as he had proposed fencing works and provided an estimate. He also declared an interest in minute 11 as the applicants requesting use of the Old Playing Field are his prospective tenants.

3. CONFIRMATION OF MINUTES OF LAST PARISH COUNCIL MEETING. - The minutes of the last parish council meeting of 11th May 2010 were agreed as a true record and signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES

Cllr Traube said that the parish council notice board had been re varnished at no cost as this was included in the maintenance costs for the village hall last year.
Cllr Brook said that he was identifying the location of the salt bins.
Cllr Bartleet said that he had not received the insurance documents to review the policy cover, and these were handed to him.
Cllr Traube said that he met the contractor installing the fence for Nuts End which abuts the Old Playing Field and has agreed that it is satisfactory. The clerk was asked to write to the owner and confirm this and to also confirm that in accordance with the discussion with the contractor the parish council has taken ownership of the fence which was offered. Parish councillors are to have copies of this correspondence for their records.

5. FINANCIAL MATTERS

(a) The following cheques were authorised for payment

Chq.No.	Payee	Amount (£)/ of which VAT:-
101121	D Williams – clerk salary	£ 358.33
101122	R Traube – mobile telephone expenses £20, car park exp re course £3.90	£ 23.90
101123	R Hull – parish paths partnership footpath cutting	£ 45.12 £ 6.72
101124	I Dyer – handyman	£ 80.18 £ 11.94
101125	I Dyer – grasscuts – 2 x OPF & 1 x HFRG	£ 77.55 £ 11.55
101126	L Tippett – internal auditor fee	£ 170.00
101127	Tey Farm Systems Ltd – interim payment for allotment water installation	£ 2,395.24 £ 356.74
101128	Great Tey Golden Jubilee Fund – donation towards village weekend	£ 500.00
Youth Activity Club Account		
100026	Great Tey Village Hall Management Committee – hall rent	£ 28.00

(b) It was agreed to await the invoice for the full amount for the allotment water installation before requesting the balance of the grant monies to cover this from Essex County Council (ECC) and Colchester Borough Council (CBC).

(c) It was agreed that a transfer of £3,500 be made from Business Saver Account to Community Account, and the resultant balances after all items are paid and received is Community Account Cr £901.53, Youth Activity Club Account Cr £1,684.33, and Business Saver Account Cr £7,795.01. The bank statements were signed by the chairman in evidence.

(d) The clerk advised that the internal audit had been completed and the report dated 29th May from the internal auditor was shown and salient points read out. A small error in the comparative detail had been identified but did not affect the year's accounts under review. The alterations were accepted and initialled by the chairman and clerk. The internal auditor's report was considered by all members and it was noted that the internal auditor stated that (1) the Council has properly assessed and managed the significant risks, (2) no other areas of risk had been identified, (3) the minutes, cash book and accounting records have been reviewed and all matters have been covered, and (4) Section 4 of the Annual Return was completed and it can be forwarded to the External Auditor. Accordingly Section 1 and Section 2 were completed by the parish council who authorised the chairman and the clerk to sign them, and the clerk was instructed to forward the Annual Return to the external auditor accordingly.

6. PLANNING MATTERS - Applications

- 101070 Site of Former Barn, South of Teybrook Farmhouse, Brook Road – replacement building for listed barn destroyed by fire in order to form a residential annexe or holiday let – no objection subject to the applicants proposed Unilateral Undertaking to confine the use of the building to that ancillary to the main farmhouse is made a condition of approval.
- 101124 East Gores Farm Buildings, Unit K1, Salmons Lane, Coggeshall – change of use of Shed K1 from agricultural use to storage B1 office – no objection subject to neighbours' views.

7. ALLOTMENTS

Cllr Fairs referred to the proposed installation of the water supply to the allotments, and said that the pipework had been installed underground and Anglian Water are now to complete the water connection. Delivery of the water trough is awaited, and supply is expected within 28 days. His invoice of £2,038.50 in respect of 75% of the installation was approved, and the clerk was instructed to apply for the balance of the grant monies when the final invoice of £2,718 is submitted.

8. VILLAGE HALL

Cllr Traube said that the Village Hall Management Committee will contribute £800 towards the cost of £1,615 for the radiator valves. Cllr Fairs said that the remainder of the grant of £3,500, being £2,685, could therefore be allocated to the fencing cost. All members agreed to this. The clerk was asked to instruct the contractors to complete the radiator valve installation in the school summer holiday, and once they had confirmed that the cost was in accordance with their quote, then the pre school committee could be advised of the amount of the fencing grant. Details of the Grassroots funding scheme which may be a further source of grant funding is also to be forwarded to the pre school committee.

Cllr Traube said that there was a possible requirement to render the front wall of the hall, and members agreed that he could obtain a quotation for this to consider further. He said that some roof tiles were crumbling, and it was agreed that a report and quotation be obtained. Cllr Traube said that there had been some damage to the main hall ceiling, and this is being investigated.

9. HAROLD FAIRS RECREATION GROUND

Cllr Fairs has prepared a quotation to fence off the tennis courts. It was agreed to offer the job to the handyman and obtain his quotation. Cllr Fairs is also to ask the handyman to fix the bench that was previously outside the former post office to a new location outside the front of the village hall.

10. HIGHWAYS

Cllr Fairs said that ECC Highways had written to the parish council enquiring whether the council supports a parishioner’s request that a footpath be installed on Brook Road from Warrens Farm to the Church. ECC Highways have said that there is no funding for projects such as this at present. Members expressed concern with the safety of pedestrians, and that cars park along the road. After discussion it was agreed to support this request as long as the width of the carriageway is maintained, and the clerk was asked to advise ECC Highways accordingly.

11. OLD PLAYING FIELD

Cllr Fairs said that a request had been received to use the Old Playing Field regularly for children. Members agreed to this as the Field is for public use, subject to the users making their own arrangements regarding insurance and any other necessary requirements covering legislation for children. The clerk was asked to reply.

12. CORRESPONDENCE NOT DEALT WITH ELSEWHERE

From Post Office Ltd confirming that the period of public consultation regarding the outreach service has come to an end. There have been a small number of comments from customers who welcomed the plans to restore the post office service to the village.

PUBLIC QUESTIONS

The meeting was suspended for public questions and statements:-

(i)The transport representative asked that a note be placed in Round and About reminding parishioners to use the bus service wherever practical because if we do not use the service we will lose it. He also has a stock of bus pass applications.

The meeting resumed.

13. OTHER BUSINESS FOR DISCUSSION

Cllr Traube said that he attended a course run by Colchester Borough Council Planning Department on S 106 arrangements and planning enforcement. Information regarding this will be circulated to members.

There being no further business the parish council meeting was closed at 9.50 pm.

Chairperson.....

Date.....